

Video/Projection Equipment					Customer Information	
Qty	X	SHOW	RATE =	Total		
	Advanced	On Site				
32" LCD Monitor & Stand		\$ 310.00	\$ 410.00	\$ -	SHOW NAME:	
40" LCD Monitor & Stand		\$ 435.00	\$ 535.00	\$ -	Company Name:	
46" LCD Monitor & Stand		\$ 540.00	\$ 640.00	\$ -	Credit Card Billing Address:	
55" LCD Monitor & Stand		\$ 725.00	\$ 825.00	\$ -		
65" Plasma Monitor & Stand		\$ 805.00	\$ 905.00	\$ -	City:	
8' Tripod Projection Screen		\$ 90.00	\$ 100.00	\$ -	State:	Zip:
Rollcart w/ Skirt		\$ 30.00	\$ 40.00	\$ -	Ordered By:	
Other:					Telephone #:	
					Fax #:	
					Email:	

Ordering Instructions

Computer Equipment				
Qty	X	SHOW	RATE =	Total
	Advanced	On Site		
Laptop w/ DVDRW, NIC, Windows & MS Office		\$ 225.00	\$ 325.00	\$ -
Apple Mac Laptop		\$ 225.00	\$ 325.00	\$ -
Apple MacBook Pro		\$ 300.00	\$ 400.00	\$ -
19" LCD Monitor		\$ 135.00	\$ 235.00	\$ -
Other:				

The total charge per item is determined as a **SHOW RATE**, that is the requested items selected are charges of the actual time of the exhibition.

SHOW RATE is considered to be under 5 days of usage.

Please include applicable Sales Tax on equipment rental.

TAX EXEMPT STATUS - If you are exempt from payment of Sales Tax, we require you to forward a copy of the exemption certificate for the state in which the services are to be provided.

To guarantee equipment availability and advanced rate, submit your request **30 days prior** to delivery.

Operator labor, if requested, is subject to the prevailing hourly rate with a 5 hour minimum. **Set up charges will be determined by PSAV based on the amount of equipment ordered.**

CANCELLATIONS:

A) Cancellation of equipment ordered must be received **48 hours prior** to delivery date to avoid a minimum one day charge.

B) If services have already been provided at the time of cancellation, **100% of original charges** will be applied.

ONCE ORDER IS RECEIVED, PSAV WILL GENERATE A QUOTE INCLUDING LABOR AND TAX FOR CLIENT APPROVAL.

Power				
Qty	X	SHOW	RATE =	Total
	Advanced	On Site		
(1) 15 Amp Drop Per Booth Provided Complimentary		\$ -	\$ -	\$ -
20 Amp Drop		\$ 255.00	\$ 355.00	\$ -
Other:				

Audio Equipment				
Qty	X	SHOW	RATE =	Total
	Advanced	On Site		
Powered Speaker w/ Stand		\$ 141.00	\$ 241.00	\$ -
Wireless Microphone		\$ 190.00	\$ 290.00	\$ -
6 Channel Audio Mixer		\$ 140.00	\$ 240.00	\$ -
Other:				

Delivery Information				
On-Site Contact:				
Cell #:				
Booth #:				
Delivery Date:			Time:	
Pickup Date:			Time:	

Totals PAYMENT IS DUE WHEN ORDER IS PLACED

TOTAL EQUIPMENT	
DELIVERY / SETUP / PICKUP	
SUBTOTAL	
SALES TAX (6.25%)	
TOTAL DUE	

Order Processing

Return Completed Form To:

PSAV Boston Branch
240 Rustcraft Road
Dedham, MA 02026

Steve Halligan
339.225.3290
shalligan@psav.com

PSAV[®]

Method of Payment PLEASE CHECK ONE

Card Number: _____ SSID # (3 or 4 Digit) _____
 _____ Exp Date ____ / ____

Cardholder's Name (printed as appears on card): _____

Cardholder's Signature: _____

American Express
 Discover
 Visa
 MasterCard